



Army HSMS Newsletter

15 JANUARY 2001

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HSMS V2.3 UPDATE 15 JANUARY 2001

As scheduled, the Army conducted the operational Software Acceptance Assessment (SAA) at Fort Hood, Texas from 9-11 January 2001. An out-brief summarizing the preliminary results was conducted at 1500 hrs on 11 January.

Following the successful completion of the SAA, the Army will officially accept the software and will initiate the HSMS upgrade process Army wide. Concurrently, we will begin testing the V2.3 Service Pack One (SP1), which includes the remote bar coding functions. As mentioned previously, the release date for HSMS V2.3SP1 is contingent upon the purchase of the remote bar coding equipment. However, we anticipate fielding V2.3SP1 this spring. AEC intends on purchasing one scanner and one printer per installation and will be providing this hardware upgrade to installations as soon as the equipment becomes available.

The V2.3SP1 testing efforts will run concurrently with the upgrade process so current fielding actions will not be delayed. Once V2.3SP1 is released for testing in February, we will have a better estimate on the release date to installations. All remaining sites to be upgraded will be upgraded with V 2.3SP1.

The HDCT for V2.3 (HDCT v4.0) is scheduled to be released on 1 February 01. Shortly thereafter, we will release the newly converted Crystal Reports to run with the

Version V2.3. The new Crystal Reports will be made available as they are converted and sent to the CAO for distribution to the ADBMs.

On the last update, PO-HSMS provided an update on the Upgrade Plan. On the back of this update, Bert Walker of PO-HSMS provides us a description of the Engineering Change Proposals (ECP) submission process. This Update, as well as Bert's article, will be published in the January HSMS Newsletter.

POC for this update is Joseph K. Weihs, USAEC, (410) 436-1221.

SUCCESSFUL HSMS 2.3 SOFTWARE ACCEPTANCE TEST

Fort Hood has accepted the new HSMS Version 2.3 software, becoming the first DoD installation to operate the greatly enhanced software. The Software Acceptance Assessment (SAA) was conducted during the period 9-11 January at Fort Hood. Prior to the start of the SAA, approximately 20 of Fort Hood's HSMS operators received an introduction to the new application. Three and a half hours of navigational instruction were provided so that the operators could immediately begin performing transactions when operations were switched from 2.2 to 2.3. The Users stated that they were so encouraged over the look and ease of use of the new application that more than half returned to the training facility in the afternoon of 8 January to learn more about the software and input practice transactions into a training database.

Users throughout Fort Hood indicated that the new software was a welcomed improvement. Operators accepted the new software without hesitation once they saw the new easy to use interface. Their transaction processing time appeared greatly reduced by HSMS 2.3, as they were able to more quickly find products and complete the data entry for the updated screens.

The majority of Fort Hood's HSMS operators manage hazardous materials and this is where the brunt of HSMS 2.3 assessment occurred. Even with this intense focus on the Materials module, no Engineering Change Proposals-Software (ECP-S) was generated for the Materials module. The Waste module received a less distributed, although thorough examination. Four ECP-S were generated for the

Waste module: two cosmetic-based improvements and two critical functional errors related to DD1348 and Waste Characterizations.

Fort Hood is the largest Army installation in the world supporting an active duty population greater than 35,000. Managing the hazardous material usage on such a large stage is no small chore and HSMS software is an integral component of that management. Command support is also critical. By implementing proactive management policies, Fort Hood has achieved monumental reductions in hazardous material usage and hazardous waste generation. No unit except the HAZMART is authorized to purchase hazardous materials using an IMPAC card. This policy is so actively enforced that local stores are canvassed to ensure that personnel are not violating Command policy. Violation of policy can range from suspension of IMPAC usage to criminal punishment for both civilian and military personnel.

In addition to policy, the HSMS software has provided visibility of hazardous material that was not possible using SARSS. Materials can now be transferred from one unit to the other even after issuance in SARSS. In turn, waste generated due to shelf-life expiration has been reduced to a minimum. HSMS has also eased the selection of more environmentally friendly substitutes by illuminating the chemical constituents contained in hazardous products. The capability to manage hazardous materials successfully at Fort Hood took another step forward with the implementation of HSMS 2.3, not simply because of the enhanced features, but because of the tremendous acceptance it received from HSMS operators.

Fort Hood's official acceptance of the product allows the initiation of the migration process of all Army installations currently operating HSMS Version 2.2. Information will be forthcoming regarding the specifics of the process as well as an installation sequence list.

Contributed by Jerry Hartley, Dynamac Corporation

ENGINEERING CHANGE PROPOSAL – SOFTWARE (ECP-S) SUBMISSION PROCESS

After HSMS version 2.3 is fielded and users have a chance to work with the software, additional changes or modifications to the software may be needed. The mechanism for requesting changes to the software is the Engineering Change Proposal-Software (ECP-S). Configuration control in HSMS is accomplished by the establishment of a Configuration Control Board (CCB) and assisted by a Functional Review Board (FRB). Configuration control includes the evaluation of all ECP-S submissions and their subsequent approval and/or disapproval.

ECPs are normally submitted when a user decides there is some new function that is required to perform their job that is not currently in the software. ECPs are different than system errors or problem reports (PRs) in that a PR documents functions that are in the software but do not work. Often there is difficulty determining whether a proposal is a problem report or actually new functionality.

One of the functions of the Customer Assistance Office (CAO) along with the Technical Response Cell (TRC) and the Functional Response Cell (FRC) is to solve problems and help determine whether a change is a PR or ECP-S. The majority of ECP-S will be initiated at the installation level where an ECP-S form will be completed and submitted to the Customer Assistance Office (CAO). The CAO can assist users in completing and submitting the form as necessary. The following steps will be followed when submitting an ECPs.

Step 1: User determines a need for a new or changed functionality in the software or discovers a system error.

Step 2: User documents the change and calls the CAO. The CAO makes a determination whether the user has a new requirement or a system error.

Step 3: If a system error, the CAO will establish a trouble ticket and begin the process of resolving the problem.

Step 3a: If new functionality the CAO will send out the form and request the user complete the DESCIM ECP Form and submit it to the Functional Response Cell for further action.

Step 4: User submits the completed form to the FRC by either e-mail or regular mail.

E-mail address: hmsuser@dynamac.com

Regular mail:

Dynamac Corporation
Attn: HSMS FRC
10533 South Crater Road
Petersburg, VA 23805

Step 5: The FRC will make a determination whether the ECP-S is a duplicate and if so it will be cancelled and the user notified. If a valid new requirement, the FRC will assign a local tracking number and submit the ECP-S to PO HSMS and notify the user.

Step 6: PO HSMS will review the ECP-S and assign an Army HSMS control number and enter the item into the Configuration Management (CM) Tracking System. In coordination with the Army Environmental Center, an assessment will be made to determine the CM category of the ECP-S and the priority.

Step 7: PO HSMS will submit the ECP-S to DESCIM PMO for action. The FRC will be notified of the action and notify the user.

Step 8: The FRC will inform the submitter as additional status is received or when final action is taken.

POC for this article is Bert Walker/PO HSMS, (703) 806-0510. E-mail walkerb@peostamis.belvoir.army.mil

WEB SITES FOR MATERIAL SAFETY DATA SHEETS (MSDS)

Army users may now access a DoD web site to view and print MSDSs. The web site is operated by the Defense Logistics Information Service and contains the same data that is available on the Hazardous Materials Information System quarterly CD-ROMs (DoD 6050.5-L). The web site is at <http://www.dlis.dla.mil/hmis/>. For further information, contact Sandy Gorba, U.S. Army Packaging, Storage, & Containerization Center, DSN: 795-6622 or Pat Cowin, U.S. Army Center for Health Promotion and Preventive Medicine, DSN: 584-5484.

HazMat on the Web is also available via this Air Force website www.hazmat48.wpafb.af.mil and provides free access to such information as MSDSs, Environmental Safety and Occupational Health (ESOH) information, and EPA/DOT/OSHA/NRC rules and regulations. HazMat on the Web is used widely throughout the Air Force in many Environmental, Safety and Occupational, Health organizations, as well as other base support, research and development, and acquisition agencies. HazMat on the Web provides centralized access to information for specialists such as Industrial Hygienists, Health and Safety Professionals, HazMat Teams, Environmental Experts, Toxicologists, and Occupational, Primary Care and Emergency personnel. If you have any suggestions or comments, please email Pam Hixon at pam.hixon@wpafb.af.mil or Glerick Dale at glerrick.dale@wpafb.af.mil. For immediate support, you can call (DSN) 785-6815 or (commercial) 937-255-6815.

HSMS WEBPAGE



New information has been posted to the HSMS Webpage. Click on the HSMS Webpage at http://aec.army.mil/prod/usaec/et/p2/hsms_01.htm.

NEW ADBMS

Due to a variety of circumstances, installations may experience personnel turnover/change. If your installation experiences a change in ADBM personnel, PLEASE contact the CAO ASAP at (888) 800-7242 or hsms@saic.com with the contact information for the new ADBM.

PROBLEM REPORTS

PROBLEM:

User is having difficulty with units reporting back usage of material to the HazMart. Surveys of inventories in the units have revealed discrepancies in material issued to material on-hand to material reported as used. User needs advice on how to resolve these issues.

RESOLUTION:

Advised user that problems may be resolved through business practice changes. Also suggested that they conduct meetings with unit commanders that do not follow established HazMart procedures and advise them of potential budget impacts. HSMS Working Group Meetings would be an excellent way to get unit commanders involved.

PROBLEM:

The user recently learned that they were not instructed correctly as far as inputting data and building containers and assigning task #'s. What has happened is that they build a 14 day or a 15 day flammable PRIMARY container for each unit. They then create a site-specific process for those primary containers. (ex. SR0200-FBPxxx for motor pools and ML0200-FBPxxx for Airfields). They are actually using the site-specific process as locations instead of processes and they see where they need to change this and use it as it was intended. After this process is done, they then create a single task number for each primary container. They then create rooms under each floor but they do not have a link to each individual room by task #. They only issue products to a primary container instead of issuing it to a particular room. One main thing they have found out is that they cannot transfer material off-site in cases such as deployment. They only use the high-low portion of HSMS for creating AULS. When they go into NSN by location, all they see is the high-low amount set, they do not see an on-hand quantity, and therefore their crystal reports have had to be customized a great deal. What they want to know is what would be their best plan of action to correct this for existing data.

RESOLUTION:

There is no easy solution or sql that can help quickly solve this problem. The material in question should be dispositioned as returned to the HazMart. The Site-Specific Processes, locations and Tasks IDs should be redefined and the material re-issued after this has been corrected.

The High-Low Limit portion of HSMS is used to establish and control quantities of material used in a particular location. If locations are not defined correctly, you can't view on-hand quantities.

The HSMS-HDCT interface may be a tool for assisting with these transactions. Otherwise, manually is the only way to accomplish this.

PROBLEM:

User has discovered a problem with HSMS 2.2 at several different sites. They are receiving issue exception reports when they are doing transactions but it does not give an explanation of what the error is.

RESOLUTION:

User was advised that not establishing the link between the Cost Center and the Site-Specific Process will cause issue exception reports. Material having required equipment/training will cause issue exception reports if issued to personnel not authorized to use the material.

PROBLEM:

The user has 300 GL tanks that are refilled on a monthly basis and are hooked up to machines that use the material inside. They were thinking of barcoding the tank. Each month when the tank is refilled, they can calculate usage for the previous month. If 200 GL were used in a month, they want to know if they can do an input disposition as used of 2/3 of the container, and then adjust the master inventory back to a qty of 1 since the tank has been refilled without losing any important chemical data?

RESOLUTION:

To accomplish this, you must first designate a unique NSN/LSN for the material inside the tank and define all of its components and properties. Once you have this defined, you can then proceed to receive material into the tank and barcode it. Once the barcode has been printed, the use of the Adjust Master Inventory function should help you capture and track the material.

PROBLEM:

The user wanted to know how do most installations handle paints that are mixed. For example: A 1-gallon can of paint has a base that is the majority of the product, but has a percentage of tints added to make the color. Should it be treated as a kit?

RESOLUTION:

Advised user that the situation as described above should not be treated as a kit. The final product and the two components should be treated as single items.

PROBLEM:

The user is building a waste container for every container that was issued in HSMS at the time they prepare to input the disposition of material to be disposed. They would like to know how they are supposed to handle this transaction if they need to dispose of 20 bar-coded items, all having the same serial number? They have built 20 waste containers, one for each item, that reflects the actual size of the container the material was in. This seems more accurate than building one large container and putting all 20 bar-coded items into one non-existent container. However, does this mean that they have to enter the task ID onto the material disposition screen 20 times?

RESOLUTION:

Unfortunately, there is no easy way to accomplish this. The best solution would be to place the items into one waste container. (Since all 20 have the same serial number, it can be assumed that all 20 items are the same product.) If you choose to use individual waste containers for each item, then each transaction must be performed individually.

PROBLEM:

The user wanted to know that if an MSDS's/CAS Number's chemical components (or any other data) is changed during the course of the calendar year, would the history that is linked to those tables/fields change as well?

RESOLUTION:

Changing MSDS/CAS component information during a calendar year will not affect the history. Items received and issued after a change has been made will reflect the current information.

Contributed by Kirk Jones, Dynamac Corporation

PRIMARY POINTS OF CONTACT

NAME	ORGANIZATION	PHONE/E-MAIL
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On line???

Check out our web site at:

http://aec.army.mil/prod/useaec/et/p2/hsms_01.htm

UPCOMING EVENTS

JANUARY 2001	
17-25 January	HSMS 2.3 ADBM Training Session
23-25 January	USAREUR Re-Use Center Orientation Workshop
29 January – 2 February	9 th RSC FIV
FEBRUARY 2001	
7 February	AEC MACOM VTC
13 February	HSMS Users Conference Call for CONUS, Alaska, and Hawaii
MARCH 2001	
5-9 March	Fort Stewart TSS
6-8 March	Functional User Sustainment Training – APG

APRIL 2001	
16-20 April	Tripler Army Medical Center Installation
16-20 April	9 th RSC Installation
23-27 April	Tripler Army Medical Center FUT
23-26 April	NDIC Environmental Symposium, Austin, TX
23-27 April	9 th RSC FUT
26 April – 6 May	ADBM Training at APG-EA, MD
30 April – 11 May	Tripler Army Medical Center Inventory

PURPOSE OF THIS REPORT

The purpose of this newsletter is to keep the U.S. Army community abreast of ongoing activities associated with the implementation of HSMS and to distribute summary articles that provide useful items of interest to all concerned members. It is recognized that this publication now transcends the Army community and embraces other military services and Federal agencies. This Newsletter is not limited to items of interest focused on the HSMS software but encompasses the entire spectrum of hazardous materials and waste management business practices as they pertain to the HSMS Program.

Everyone is invited to submit articles, problem descriptions, comments, or other pertinent information of interest to

fellow members. If possible, keep article size to one-half to three-quarters of a page. Mail (e-mail) your items for publication, and we will add them to the newsletter version that follows their receipt.

Send all input to: HSMSNews@dynamac.com

Articles express the opinions of authors, not the Department of Defense or any of its agencies, and do not change or supersede official Army publications.